

Meeting of the ADA Commission

Minutes

Tuesday, February 9, 2021, 6:00 pm,

Location: Zoom

Attending members: Denise Shea, Elijah Tucker, Catherine Evans, Brion Berghaus.

Guests: Jeff Dougan (MOD), Amy Loveless (COA), Noah Vawter

1. **Call to order:** With a quorum in attendance, at 6:03 Elijah called the meeting to order. Denise seconded.
2. **Public Comment:** none
3. **Reports**
 - a. Chair's Report:

There is no record of us becoming a commission with the Mass. Office on Disability. We need the town to adopt MGL Chapter 40, section 8J to make us official. Elijah will be sending an article to the Selectboard requesting that they add it to the warrant for approval at Town Meeting.
 - b. Member's Report:

Denise reached out to the Postmaster of the Maynard Post Office to discuss accessibility issues at the post office. In an email, she described the problems with exterior mailbox accessibility, the lack of a door opener, and the current barrier problem with the tables that have been set up in front of the counters to help with social distancing. Photos were also sent. A second, reminder email was sent 10 days later.
4. **Consent Agenda** (Commission may vote)
 - a. Review Minutes of January 12th. Catherine made a motion to accept the minutes. Elijah seconded. All were in favor.
 - b. Disability Non-Discrimination Training: Jeff Dougan did more in-depth training on some of the resources he had given us at our first short meeting with him. The resources listed below were included in our November 2020 meeting.

- i. *Local Officials Guide – Best Practice for Establishing a COD* (This explains how a COD works), *ADA Title II Action Guide* : (This explains what's expected of a town and what its obligations are to its disabled community members), and the *ADA Checklist* (this provides infrastructure checklists for ADA compliance).
- ii. He talked to us about the need to adopt 8J in order to take advantage of article 22G that would allow us to set up an account to hold funds that could be used for ADA projects.
- iii. He emphasized that we should set up as a group of no less than 5 and no more than 13 and
- iv. He informed us that ideally, we would have an ADA Coordinator that isn't our Town Administrator. That way grievance procedures can be followed, which would include having someone above the ADA Coordinator to file appeals with. It cannot be a volunteer position.

Summary of Jeff's time with us: It became clear that we have been tasked with an extensive job in being asked to find volunteers to do the self-evaluation part of the ADA for the town's Master Plan. The review of the *ADA Checklist* raised flags of awareness about how easy it would be to get the information wrong. Jeff suggested hiring a consultant and having the town apply to the MOD for a grant to hire that consultant. He estimated that it might be a \$40,000-\$80,000 job. He suggested that the town might be able to get estimates for consulting work from The Center For Independent Living or the New England ADA. He also suggested that we might be able to get money from the Community Development and Block Grant funds. Jeff also suggested that we start building relationships with the town's Planning Board and the Building Inspector

- c. Elijah was going to reach out to the town to discuss the fire station's current plans and how they are handling ADA compliance.

5. Other Matters Properly Brought Before the Board (Commission may vote) (subject to additions):

- a. Denise made a motion to send a warrant proposal to the Town for 8J status for the Maynard ADA. Brion seconded. The group unanimously approved.
- b. All group communications for Maynard's ADA needs to go through the chair, Elijah. Other members should be BCCed.
- c. There is a MOD training (via webinar) about Open Meeting Law.
- d. The Disability Summit that was to take place in the fall was rescheduled to 3/4/21, 9 am-1 pm.
- e. Summary of our next steps: Get 8J approval, work on our bylaws and mission statement. Elijah will reach out to Greg and Justin to discuss with them what we learned from Jeff Dougan this evening.

6. Next meeting:

March 9, 6:30 pm (note the new time)

Agenda items are due Feb. 23rd.

- 7. Adjourn:** Denise motioned to adjourn. Elijah seconded. All approved. The meeting was adjourned at 8:15 pm.

Approved on Tuesday, March 9, 2021, with a vote of 4 - 0

Respectfully Submitted,

Elijah Tucker

Elijah Tucker

Chair

Americans with Disabilities Act Commission

Maynard, MA 01754